

# PUBLIC SUMMARY REPORT



**MS 2530-3:2013**

**Malaysia Sustainable Palm Oil (MSPO)**

**Part 3: General Principal for Oil Palm Plantations and  
Organised Smallholders**

**NAME OF CLIENT: GUGUSAN FELDA AIR TAWAR**

**STANDARD: MS 2530-3:2013**

**ANNUAL SURVEILLANCE ASSESSMENT 1**

**DATE: 08 – 09 JULY 2020**

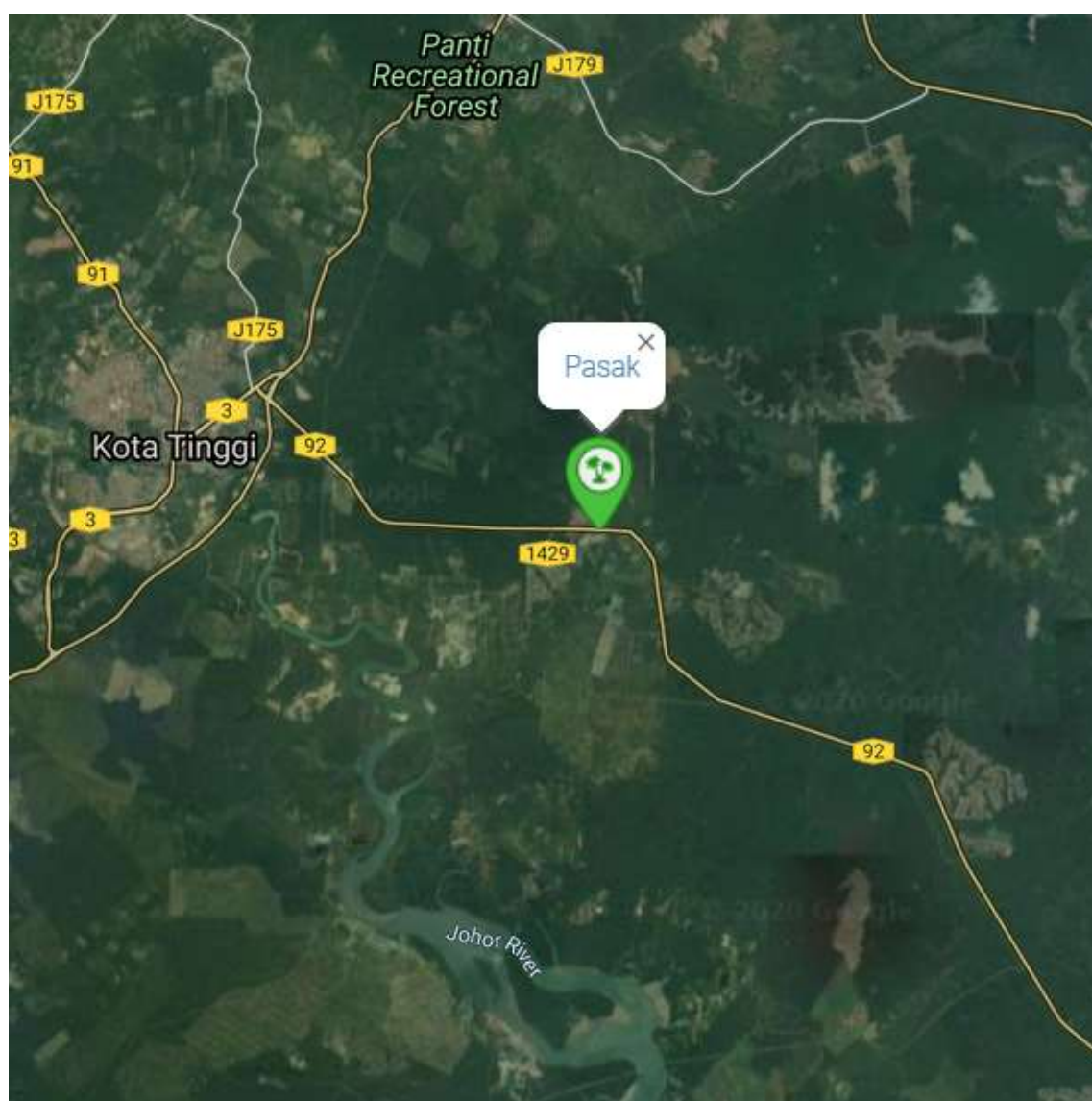
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## 1. DETAIL OF CERTIFICATION ASSESSMENT

Type of Certification Assessment	Annual Surveillance 1 (ASA 1)
Scope of MSPO Certification	Oil Palm Plantations and Organised Smallholders
MSPO Standards used for the Assessment	<b>MS 2530-3:2013</b> – General principles for oil palm plantations and organised smallholders

Map with geographical coordinate.



## 2. DETAILS OF THE CERTIFIED ENTITY

<b>Name of Certified Entity</b>		<b>FEDERAL LAND DEVELOPMENT AUTHORITY (FELDA)</b>		
<b>Main Address</b>		Lembaga Kemajuan Tanah Persekutuan (FELDA) Menara Felda, Platinum Park, No 11, Persiaran KLCC 50088, Kuala Lumpur, Malaysia		
<b>Management and contact person's details</b>	Name:	Mohamad Zulhilmi bin Azmi		
	Phone Number :	-		
	Fax Number:	-		
	Email Address:	-		
<b>MPOB License</b>	MPOB License's No.: Expiry date:	Rancangan FELDA Air Tawar 1	500838002000	31.03.2021
	MPOB License's No.: Expiry date:	Rancangan FELDA Air Tawar 2	500839802000	31.03.2021
	MPOB License's No.: Expiry date:	Rancangan FELDA Air Tawar 3	500840102000	31.03.2021
	MPOB License's No.: Expiry date:	Rancangan FELDA Pasak	500901702000	31.03.2021
<b>Estimated Tonnages of Annual FFB Production</b>		-		
<b>Scope of Activity</b>		Production of Sustainable Fresh Fruit Bunch (FFB)		
<b>Date of certificate issued and validity</b>		04 September 2019 until 03 September 2024		
<b>Other sustainability certifications</b>		N/A		

<b>Certified Area</b>		
<b>Estates</b>	<b>Total Planted Area</b>	<b>Total Area (Ha)</b>
Rancangan FELDA Air Tawar 1	2535.55	2535.55
Rancangan FELDA Air Tawar 2	2477.36	2477.36
Rancangan FELDA Air Tawar 3	2222.41	2222.41
Rancangan FELDA Pasak	909.70	1099.43

### 3. ASSESSMENT PROCESS

#### 3.1 Certification Bodies

No	Audit Team Members	Role	Qualifications
1	MOHD RIZAL MD KASSIM [MRK]	Lead Auditor	Post graduate qualification in Forestry with 5 years working experience in manufacturing and forestry. Involved in RSPO auditing since July 2012. Fully trained in similar agriculture certification programmes such as RSPO SCCS, ISCC, INS. Member of GGC audit team. Involved in audits conducted in Malaysia, Indonesia and Ghana. Completed ISO 9001:2008 lead auditor course in January 2013. Qualified as Lead Auditor/Auditor in several certification programmes such as RSPO, ISCC, MSPO and etc. Able to speak and understand Bahasa Malaysia and English.
2	ABDUL HAKIM MOHAMAD [AHM]	Auditor	Post graduate qualification in Forestry with 4 years working experience in manufacturing and consultation. Involved in ISCC auditing since July 2017. Fully trained in similar agriculture certification programmes such as ISCC, INS, MSPO, ISO 9001:2015 lead auditor course. Qualified as GHG Auditor on 2020. Member of various audit team such as MSPO, SCCS, ISCC, INS and GHG audit, conducted in Malaysia, Indonesia, Singapore, China, Hong Kong, Australia and Taiwan.
3	AINI NAZURAH MOHD ZI [AMZ]	Trainee Auditor	Post graduate qualification in Bachelor of Agricultural Science (2017). Working experience in Sustainability field since 2017 and auditing experience since 2018. Completed the MSPO SCCS Auditor Training by SGS Training Academic (Dec 2018), ISCC Auditor Training in Cologne, Germany (Feb 2019), ISO 9001 Lead Auditor course by SGS Training Academic (June 2019), MSPO Auditor course by NIOSH (Dec 2019) and GHG Auditor Training on May 2020. Involves in various audits teams including MSPO, SCCS, ISCC and INS audit.
4	FARRAH SAHANIM BINTI PADUKA [FSP]	Trainee Auditor	Post graduate qualification in Bachelor of Science Forestry (Nature Park and Recreation) at University Malaysia Sabah. Able to speak in Bahasa Malaysia and English.



### 3.2 Audit Plan

DATE	TIME	SUBJECT	AUDITOR
8 July 2020 (Wednesday)	09:00 – 10:00	<b>Centralize Opening Meeting at FELDA Air Tawar 2</b> <ul style="list-style-type: none"> <li>Presentation by the manager/coordinator</li> <li>Presentation by Lead Auditor.</li> </ul> <p>➤ Confirmation of assessment scope and finalize Audit Plan (including stakeholder consultations where applicable)</p>	MRK/AHM/AMZ/ FSP
	10:00 – 13:00	<b>FELDA Air Tawar 2</b> <p>➤ <b>Field inspection:</b></p> <ul style="list-style-type: none"> <li>Field inspection, boundary inspection, fertilizer application, field spraying, harvesting, workers interview, buffer zone, conservation area, office, workshop, agriculture best practices, chemical store, and pre-mixing, etc.</li> <li>Interview with workers and staffs</li> </ul> <p>➤ <b>Document Audit:</b></p> <ul style="list-style-type: none"> <li>Documents review P1 – P3 (part 3), P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement</li> </ul>	MRK/AHM/AMZ/ FSP
	13:00 – 14:00	<b>Lunch</b>	
	14:00 – 17:00	<b>FELDA Air Tawar 2 (Continue...)</b> <p>➤ <b>Document Audit:</b></p> <ul style="list-style-type: none"> <li>Document review P4-P6 (part 3), P4: Social Responsibility, health, safety and Employment Conditions P5: Environment, natural resources, biodiversity and ecosystem service. P6: Best Practices</li> </ul> <p><b>END OF DAY ONE</b></p>	MRK/AHM/AMZ/ FSP

DATE	TIME	SUBJECT	AUDITOR
9 July 2020 (Thursday)	09:00 – 10:00	<b>Opening Meeting at FELDA Pasak</b> <ul style="list-style-type: none"> <li>Presentation by the manager/coordinator</li> <li>Presentation by Lead Auditor.</li> </ul> <p>➤ Confirmation of assessment scope and finalize Audit Plan (including stakeholder consultations where applicable)</p>	MRK/AHM/AMZ/ FSP
	10:00 – 13:00	<b>FELDA Pasak</b> <p>➤ <b>Field inspection:</b></p> <ul style="list-style-type: none"> <li>Field inspection, boundary inspection, fertilizer application, field spraying, harvesting, workers interview, buffer zone, conservation area, office, workshop, agriculture best practices, chemical store, and pre-mixing, etc.</li> <li>Interview with workers and staffs</li> </ul> <p>➤ <b>Document Audit:</b></p> <ul style="list-style-type: none"> <li>Documents review P1 – P3 (part 3), P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement</li> </ul>	MRK/AHM/AMZ/ FSP
	13:00 – 14:00	<b>Lunch</b>	
	14:00 – 15:30	<b>FELDA Pasak (Continue...)</b> <p>➤ <b>Document Audit:</b></p> <ul style="list-style-type: none"> <li>Document review P4-P6 (part 3), P4: Social Responsibility, health, safety and Employment Conditions P5: Environment, natural resources, biodiversity and ecosystem service. P6: Best Practices</li> </ul>	MRK/AHM/AMZ/ FSP

	15:30 – 17:00	<b>Centralize Closing Meeting at FELDA Pasak</b> <ul style="list-style-type: none"> <li>• Chaired by the audit Lead Auditor</li> <li>• Welcome and introduction by the Lead Auditor</li> <li>• Presentation of findings by the audit team</li> <li>• Questions &amp; answers and Final summary by Lead Auditor</li> </ul> <p><b>END OF ASSESSMENT</b></p>	MRK/AHM/AMZ/ FSP
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### 3.3 Proposed Date of Next Surveillance Audit

Date of next ASA	
The provisional date for the next ASA is:	June 2021

### 3.4 Audit 5 Year cycles for FELDA Gugusan Air Tawar

Estates	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	5 <sup>th</sup> Year
Rancangan FELda Air Tawar 01	✓		✓		✓
Rancangan FELda Air Tawar 02	✓	✓		✓	
Rancangan FELda Air Tawar 03	✓		✓		✓
Rancangan FELda Pasak		✓		✓	



## 4. SUMMARY OF AUDIT RESULTS

### Lead Auditor's Summary and Recommendation for Certification

The audit team led a procedure that put together review focussing on viewpoints/dangers and targets required by the standard(s). The review techniques used were interviews, perceptions, inspecting of exercises and survey of documentation and records. The structure of the audit was in accordance with the audit plan included in to this summary report.

The audit team reviewed that the association has built up and kept up its administration framework in accordance with the prerequisites of the standard(s) and showed the capacity of the framework to accomplish necessities for items as well as administrations inside the extension and the association's strategy and targets. Subsequently, the audit team suggests that, in view of the consequences of this review and the framework's shown condition of improvement and development that this administration framework accreditation to be:

<input type="checkbox"/>	No NCR recorded. Recommended certification
<input checked="" type="checkbox"/>	Minor NCR(s) recorded. Corrective action plan has been accepted. Verification of the NCR(s) to be carried out in the next audit
<input checked="" type="checkbox"/>	Major NCR(s) recorded. Evidence of implementation of the corrective actions have been provided and accepted by the audit team. The NCR(s) have been satisfactorily closed out.
<input checked="" type="checkbox"/>	Recommended to continue certification
<input type="checkbox"/>	Major NCR(s) recorded. Evidence of implementation of the corrective actions have been provided but cannot fully accepted by the audit team. NCR(s) ..... have not been closed out within 90 days of the audit. Recommended for suspension of the certificate

Audit Outcome	
Major NC	1
Minor NC	1
Area of Concern (AOC)	0
Opportunity for Improvement (OFI)	0
Observation (OBS)	0

**Issues raised during Stakeholder Consultation:**

A stakeholders' consultation meeting was conducted on Main Assessment to gather information from the local communities in accordance to Certification Scheme and Stakeholder Consultation requirements.

The subject of discussion are as below:

- a. Introduction
- b. Development of oil palm plantations
- c. Community service and support provided wildlife management and wildlife corridor
- d. Type of wildlife sighted.
- e. Local communities' development.
- f. Safety and Health

The following relevant subject have been discussed during the stakeholders' consultation

Subject Discussed	Response and Action taken by Company

*\* (Stakeholder Consultation applicable for Main Assessment only)*

### Responses by Certified Entities:

I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents and audit findings as presented in this document .

I also confirm:

- Acceptance of liability in execution of the instructions given.
- That this company was made aware that the findings of the audit team are tentative; pending review and decision making by the duly designated representatives of Trans Certification International Certifications.
- That during the closing meeting all agenda items was covered by the Lead Auditor.

#### Acknowledged by:

Name:	MOHAMAD ZULHILMI BIN AZMI
Position:	PEGAWAI PERTANIAN JABATAN PERLADANGAN, FELDA
Date:	28.10.2020

  
MOHAMMAD ZULHIMI AZMI  
Pegawai Pertanian  
Jabatan Perlindungan  
FELDA

Signature

## 5. OFFICIALS SIGNED-OFF OF THE ASSESSMENT FINDINGS

Prepared by:



MOHD RIZAL BIN MD KASSIM  
(Lead Auditor)

Date  
05.10.2020

Accepted by  
client:

  
MOHAMMAD ZULHIMI AZMI  
Pegawai Pertanian  
Jabatan Perlindungan  
FELDA

(Client)

Date  
28.10.2020

**-End of Report-**